



State of Rhode Island and Providence Plantations  
DEPARTMENT OF BUSINESS REGULATION (DBR)  
1511 Pontiac Avenue, Bldg. 68-2  
Cranston, Rhode Island 02920

Division of  
Design  
Professionals

BOARD OF EXAMINERS OF  
LANDSCAPE ARCHITECTS

**MINUTES OF THE MEETING**

**DATE:** 22 May 2013

**PLACE:** 1511 Pontiac Avenue, Building 69-1 Conference Room, Cranston, RI

**MEMBERS PRESENT** Chair Steven Pilz, Vice-Chair Sara Bradford, Secretary Michael Dowhan and Member John Carter

**MEMBER ABSENT:** None

**OTHERS PRESENT:** Mrs. Dawne Broadfield, Board Executive  
Jenna R. Algee, Esq., DBR Legal Counsel (Present 2:16 p.m. – 3:38 p.m.)

(1) **CALL TO ORDER** - Chair Pilz called the meeting to order at 2:13 p.m.

(2) **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING(S)**

Vice-Chair Bradford moved to accept the open meeting minutes of the 24 April 2013 meeting as amended to include edits as noted. Secretary Dowhan seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

Chair Pilz moved to approve the executive meeting minutes of the 24 April 2013 meeting. Vice-Chair Bradford seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

(3) **EXECUTIVE SESSION**

Because of the nature of the following items, Chair Pilz moved to convene into Executive Session at 2:21 p.m. pursuant to Rhode Island General Laws, §42-46-5(a) for sessions or work sessions pertaining to collective bargaining or litigation under §42-46-5(a)(2) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Dowhan seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

Chair Pilz moved to adjourn from Executive Session and to reconvene to an open meeting at 3:14 p.m. pursuant to RIGL §42-46-4 and remove the “general advocacy letter” from the executive session agenda and add to the open session under “old business.” Vice-Chair Bradford seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

(4) **CORRESPONDENCE**

RIASLA Chapter News – May – June 2013 – So noted.

(5) **OLD BUSINESS**

a. **RI State Supplemental Exam (RI SSE)**

1. Discussion on second administering on the third Tuesday in October

A second administering of the SSE will be offered on the third Tuesday in September with the application deadline the third Tuesday in August subject to a minimum of two (2) candidates. The website will be updated to reflect this change and also to change the name of the L.A.R.E. sections to 1, 2, 3, 4.

b. **Legislation – Status Update**

Attorney Algee notified the Board that there is no update.

c. **Miscellaneous – LAAB request to review proposed changes.**

Response received from Mr. Ron Leighton, LAAB Administrator, was continued for further discussion. Due to lack of time, this item was tabled.

d. **General Advocacy Letter**

Mrs. Broadfield will make minor grammatical revisions for review at the next meeting.

(6) **NEW BUSINESS**

a. **Miscellaneous**

1. **Draft Application Checklist**

Due to lack of time, this item was tabled.

2. **“Form Letter” Batch(es)**

Due to lack of time, this item was tabled.

c. **Next meeting** – 26 June 2013

(7) **APPLICATIONS**

**LA Registration by Reciprocity (Pending RI State Exam)**

Leslie Dale Fanger

Chair Pilz moved to approve Leslie Dale Fanger to sit for the State Supplemental Examination (SSE). Member Carter seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

**LA Registration by Reciprocity**

Kimberly S. Mercurio

Chair Pilz moved to approve Kimberly S. Mercurio for initial registration and subsequent approval of her Sole Proprietorship COA in the name of Kimberly Mercurio Landscape Architecture. Secretary Dowhan seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

**C.O.A.:**

**LA COA Applications to be reviewed**

Kimberly Mercurio Landscape Architecture (LA Registration Pending)

(See approval motion included with Kimberly Mercurio (LA Registration by Reciprocity)

Fuss & O'Neill, Inc. – COA#LA23,066 – Amended Application

Change in Responsible Charge – Removing Betsy Kaemmerlen (365) and Adding Thomas R. Tavella (340)

Beta Group, Inc. – COA#LA23,120 – Amended Application  
Change in Responsible Charge – Removing Ashley Iannuccilli (447)

Vice-Chair Bradford moved to approve the amended COAs for Fuss & O'Neill, Inc. and Beta Group, Inc. Member Carter seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

(8) **ADJOURNMENT**

Member Carter moved to adjourn the meeting at 4:06 p.m. Secretary Dowhan seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.